



FY18 ANNUAL REPORT

Howard County
Office of Purchasing

Prepared by Dean Hof, Purchasing Administrator

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SUBMITTED THROUGH:

Lonnie R. Robbins, Chief Administrative Officer and County Purchasing Agent

SUBMITTED TO:

The Honorable Allan Kittleman, County Executive

The Honorable Members of the County Council

Mary Kay Sigaty, District 4, Council Chair

Dr. Calvin Ball, District 2, Vice-Chair

Jon Weinstein, District 1

Jen Terrasa, District 3

Greg Fox, District 5

EXECUTIVE SUMMARY

OVERVIEW

The Office of Purchasing operates within the Department of County Administration and in accordance with Article VIII of the Howard County Charter and Title 4, Subtitle 1 of the Howard County Code. The office oversees the contracting and acquisition of all commodities and services required by the County to sustain its day to day operations; capital construction; professional consultant services; procurement card program; surplus property; wage requirements; the purchase of recycled and environmentally preferable products and equipment; Local Business Initiative, the Veteran Owned Business Program and the Equal Business Opportunity Program. In FY18, the Office of Purchasing had a staff of fifteen, handled goods and services valued at approximately \$204 million, and managed 693 commodity and service contracts.

DISASTER RESPONSE

On May 27, 2018, Office of Purchasing staff members did not hesitate to jump into action to help with the many relief efforts needed after the second devastating flood in Ellicott City. Several members of our staff assisted in the Emergency Operations Center around the clock as soon as ESF7 was activated. We revised PDQ card limits immediately to assist employees working in the field, and our staff procured everything from generators, fuel pods, rip rap stone, traffic message boards, motorized transport vehicles, to everyday necessities such as sandbags, portable restrooms, bottled water, personal protective equipment, and computer supplies. We were able to find local Ellicott City merchants eager to donate boxed meals to feed those County employees working tirelessly to help those in need. While these efforts demanded much of our attention, we assisted in various capacities without missing a beat in conducting business as normal for the rest of our County operations.

P3 PROJECT

In July 2017, the Office of Purchasing took on the challenge of its first public private partnership (P3) procurement for a new circuit courthouse project. The multi-step procurement combined with the numerous one-on-one supplier meetings culminated into the submission of the final proposals being received in May 2018. The result of a complex and thorough procurement is a proposed modern, spacious, secure and LEED Silver structure including a parking garage and cafe. The elegant and stately courthouse includes a four-story atrium and state of the art technology as well as room to expand in the future to meet the County's growing needs. Our staff dedicated their efforts to assist the selected proposer in maximizing their use of local, minority and veteran owned businesses wherever possible in the project.

OA4 AWARD

The Office of Purchasing received the Outstanding Agency Accreditation Achievement Award (OA4) from the National Institute of Governmental Purchasing for the period June 2018 through June 2021. The department has consistently held this award since 2006 for its high level of professionalism and quality procurement standards, and is one of only 149 governments with this designation in the U.S. and Canada.

FY18 BY THE NUMBERS

693 Current Contracts for Goods and Services

\$204,054,261 Total Value of Purchase Orders

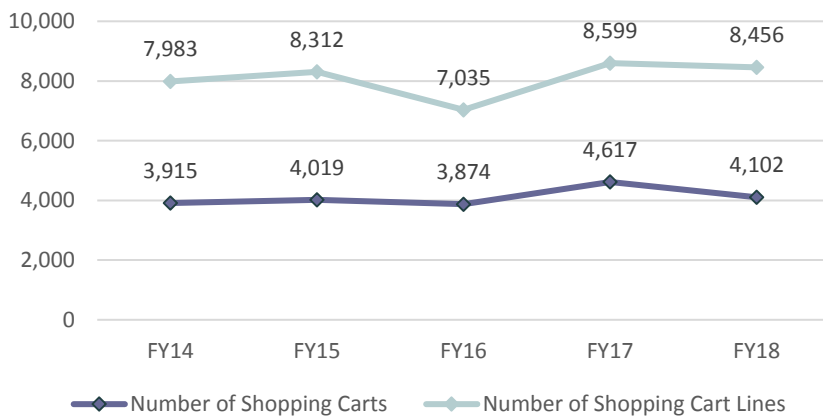
2,098 Purchase Orders Issued

88 Total Solicitations Issued

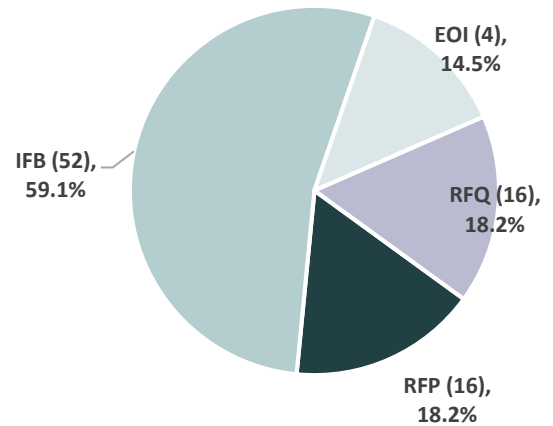
182 Contracts Requiring Review by the Office of Law

53 Public Information Act Requests Fulfilled

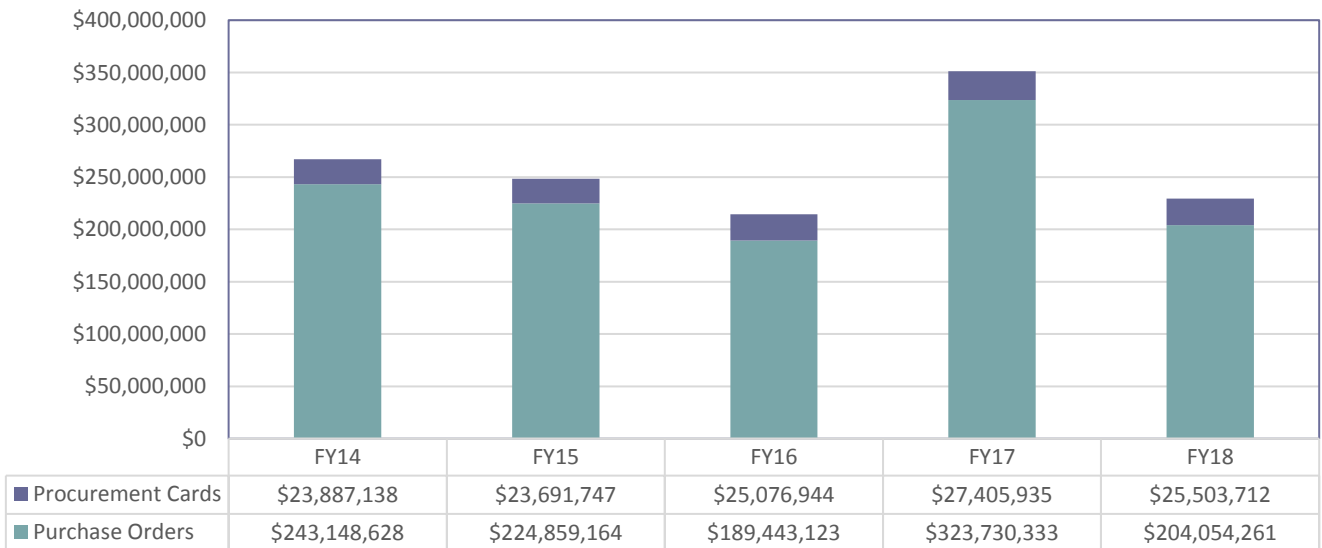
Number of Shopping Carts and Lines Approved Each Fiscal Year



Solicitations by Type



Total Spend via Purchase Orders and Procurement Cards



STRATEGIC GOALS AND OUTCOMES

Our FY18 Strategic Plan focused on updating existing purchasing policies to bring them in line with best practices in the field, expanding our use of e-procurement, and measuring and improving internal customer satisfaction with the services we provide.

Objective	Outcome	
Revise the Purchasing Manual and County Purchasing Code.	✓	Both documents were updated and presented to the Council. Approval was secured on December 5, 2017.
Increase the EBO subcontractor goal from 10% to 15%. Increase the overall annual EBO contract goal from 15% to 20%.	✓	Both goals were updated as part of the revision of the Purchasing Manual and Code.
Further advance the implementation of e-procurement by expanding the use of PlanetBids to Capital IFBs. Conduct 25% of Capital IFBs on PlanetBids.	✓	In FY18, we conducted 13 Capital IFBs. Of those, 5 were conducted through Planet Bids, a rate of 38%.
Establish a Howard County Government AmazonBusiness program in order to monitor and control Amazon.com purchases.	✓	The Howard County Government AmazonBusiness account went live in October 2017. 93% of all PDQ cardholders enrolled; the others are unlikely to purchase from Amazon, and their invitations have been cancelled.
Assess user satisfaction with the service level of the Office of Purchasing by conducting a survey of County agencies and users. Work to improve the customer service ratings year over year.	✓	Our third survey of internal customers was conducted in October 2017. We saw increased satisfaction in the following categories (as compared to the initial survey in Fall 2014): <ul style="list-style-type: none"> • Overall satisfaction (up 22%) • Our ability to provide effective solutions (up 15%) • Our ability to clearly communicate procurement processes and procedures (up 9%)
Provide for ongoing professional development, training, and networking for staff, to include professional certification when appropriate. By June 30, 2018, 80% of staff members will complete at least one professional development class.	✓	Of 14 current staff members, 12 attended at least one professional development class, a completion rate of 86%.

PROFESSIONAL DEVELOPMENT

Each staff member in the Office of Purchasing is encouraged to attend at least one professional development opportunity each year. Most classes count toward professional certification requirements. Two staff members, Evangeline Bolder and Shelley Liby, achieved re-certification as Certified Professional Public Buyers. Classes completed in FY18 include:

Offered by NIGP (The Institute for Public Procurement)	Offered by Another Agency
One Byte at a Time: Understanding Software Procurement	NAPCP: Reporting—Who, What, When, Why and How—Best Practices for Program Management
Market Research: How It Can Empower You to Make Smart Decisions	FEMA: Debris Monitoring and Contract Management
EPA Recommendations for Specs, Standards, and EcoLabels to Support Environmentally Preferable Purchasing	PlanetBids: Tips & Tricks—the Inside Scoop for Using Your Planet Bids System More Effectively
Advancing Your Negotiation Skills	NAPCP: Purchasing Card Reconciliation—Best Practices and Strategies for Success
Debriefing Suppliers and Avoiding Protests	MPPA: Introduction to Public Procurement
Certificate in Leadership	

PROFESSIONAL RECOGNITION



The Office of Purchasing was re-accredited by NIGP through 2021. OA4 Accreditation requires self-evaluation in areas such as authority, cooperative purchasing, audit, property management, standardization, automation and e-commerce every three years. Accreditation was initially achieved in 2006 and has been maintained through five re-submissions.

For the tenth year in a row, the Office of Purchasing earned the National Purchasing Institute's Achievement of Excellence in Procurement award. The award is earned by demonstrating excellence in innovation, professionalism, productivity, and leadership. Every employee in our office contributes to this accomplishment, and we are proud to be recognized by our peers for the work that we do.



EBO PROGRAM

Howard County’s Equal Business Opportunity (EBO) Program works to encourage increased participation by Minority, Women, and Disabled Business Enterprises in the procurement of all goods and services through all solicitations by the County.

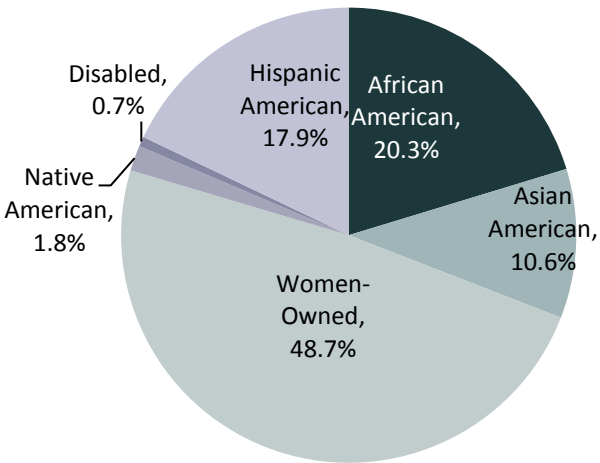
\$47,896,503 Total Spend with MBEs, WBEs, and DBEs in FY18

12.6% Share of all requirements contracts held by EBO vendors

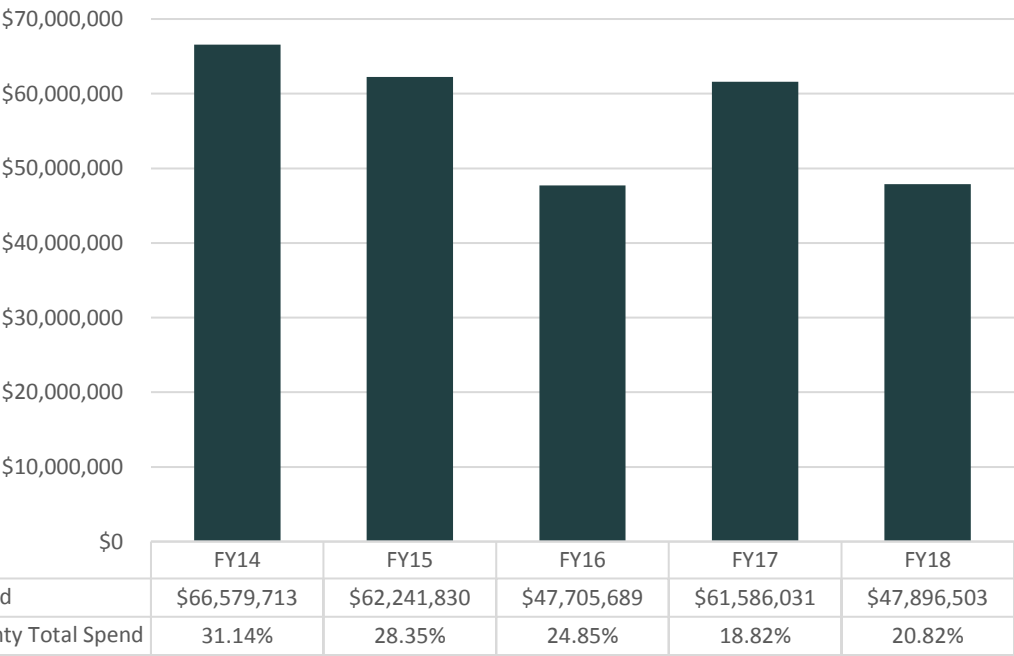
163 Companies certified by the EBO Commission in FY18

522 attendees at EBO events hosted or co-sponsored by the Office of Purchasing

FY18 Participation by EBO Type



EBO Participation by Spend per Fiscal Year



EBO

Program Policy Revisions

On December 4, 2017, the County Council passed legislation adopting Resolution No. 121-2017, which revises the Equal Business Opportunity Program Manual that governs the internal operating procedures of the program. Major changes included:

- an increase in the County's overall EBO goal from 15% to 20%
- the EBO subcontracting goal was increased from 10% to 15% on procurements estimated to exceed \$50,000.00 annually
- certified MBE, WBE, and DBE, as prime contractors, can count 100% of the work they self-perform on contracts with EBO subcontracting goals
- non-Howard County based MBE/WBE/DBE firms must be certified by another regulatory body before being certified by the EBOC.

Howard County Equal Business Opportunity Commission (EBOC)

The Commission's ongoing role is to assist the efforts of the County in procuring goods and services from Minority, Women and Disabled Business Enterprises. In FY17, the County Council passed Resolution No. 181-2016, which tasked the EBOC with conducting certain studies regarding the EBO Program. The EBOC issued its report on August 3, 2017, and recommendations from the report were incorporated into the revised EBO Program Manual, adopted by the County Council in December 2017.

EBO Certification

In FY18, 163 companies were certified by the EBOC. Of these, 77 were new certifications, and 86 were re-certifications. 30% of the firms certified are based in Howard County, 59% are located elsewhere in Maryland, and the remaining 11% are out of state.

EBO Outreach

In an effort to promote and create awareness of the EBO program, the following outreach and marketing initiatives were undertaken in FY18:

- **Meet the Primes Regional Conference:** The Office of Purchasing was one of the Regional Sponsors of the Baltimore County & Baltimore Metropolitan Council/Baltimore Regional Cooperative Purchasing Committee (BMC/BRCP) Regional Minority Outreach Event: Meet the Primes' held on October 18, 2017 at the State Fairgrounds in Timonium. The event offered Minority Business Enterprises an opportunity to network with large Prime Contractors and Government Agencies to foster business relationships and increase understanding of the contracting process. More than 105 General Contractors and 25 Government Agencies exhibited at the event, and 522 small minority sub-contractors attended. This was a significant increase over the previous three years.
- **MBE Application Assistance Workshop (MDOT):** The Office of Purchasing staff presented information on the County's EBO program at this August 2017 workshop hosted by MDOT's Office of Minority Business Enterprise, Maryland's official certification agency. Participants learned about the County's procurement process, benefits of the EBO program, and how to get certified as an EBO vendor.

- **Doing Business with the Counties Workshop (Maryland Black Chamber of Commerce):** Office of Purchasing staff presented information on our EBO Program and how to do business with the County. The Maryland Black Chamber of Commerce offers opportunities for minority businesses to grow through education, networking, and advocacy.
- **Meet & Greet: Doing Business with the Local Government (Maryland Procurement Technical Assistance Center):** Office of Purchasing staff shared information on County procurement policies, the EBO program, the Local Business Initiative, and the Veteran-Owned Business Enterprise Program. The Maryland Procurement Technical Assistance Center helps businesses understand the requirements of government contracting and how to obtain and successfully perform federal, state, and local government contracts.
- **Advertising and Marketing:** The Office of Purchasing advertised its EBO Program in the Governor's Office of Minority Affairs supplement in The Daily Record (September 2017). This resource magazine serves as a guide for how to do business in Maryland as a minority or woman-owned business, with an anticipated distribution of 11,000 copies. An online version is available on the Governor's Office of Minority Affairs website. The EBO Program was also advertised in the Maryland Minority Contractors Association's Annual Souvenir Journal 2017.
- **Trade Shows:** Throughout the year, staff also participated in several trade shows and outreach events focused on minority business development:
 - Downtown Columbia Howard Hughes Corporation Contractor Outreach Events
 - 8th Annual Asian American Business Summit & Expo (Asian American Chamber of Commerce)
 - Emerging Leaders Small Business Procurement Panel (U.S. Small Business Administration)
 - Meet the Primes Forum at the 3rd Annual Business Opportunities & Entrepreneurial Training Summit (MDOT)
 - 9th Annual Business Expo, Greater Washington Hispanic Chamber of Commerce
 - Building Networks: Creating Connections to Opportunities (Capital Region Minority Supplier Development Council)
 - 28th Annual Government Procurement Conference (Federal Business Council)
 - 15th Annual Spring Breakfast Annual Meeting/Business Showcase Expo (Maryland Washington Minority Companies Association)

LOCAL BUSINESS INITIATIVE

The goal of the Local Business Initiative is to promote the growth and success of local businesses and to increase the percentage of County procurement dollars flowing to local businesses.

The Office of Purchasing promotes the Local Business Initiative program at various outreach events. In FY 2018, 22 new firms registered with the County's Office of Purchasing under the Local Business Initiative program bringing the total number of certified firms to 100. A total of \$4,017,625.35 in county funds was spent on projects with certified local business enterprises.

Below is the list of firms certified during FY18:

Local Business Name	Description
Algits Incorporated	Fitness
Allen & Shariff, LLC	General Contracting
Antonios Trucking, INC.	Hauling Services
Arium AE, LLC	Architecture/Engineering
Benchmark Engineering, Inc.	Civil Engineering and Land Surveying Services
Cybern Consulting Group, LLC	Information Technology Services
EJJ Enterprise Corp. t/a Fibrenew Columbia	Restoration of leather, fabric, vinyl and plastic
EOS Outdoor Services	Landscaping
Etiquette School of Maryland, LLC	Business Etiquette Training Seminars
Every Life Works, LLC	Wearable art products, screen print on apparels
Imperial Stone Paving, LLC	Specialized Paver Services
Kindred Hair & Skin Center	Dermatology
Mahlet Consulting, Inc.	Consulting
NAP MD, LLC t/a ARCpoint Labs of Columbia-Elkridge	Employee Screening Services, DNA Testing, and Clinical Testing
One World Healthcare	Internal Medicine Practice
Perfect Performance MD, LLC	Sports training
Power Efficiency Solutions, Inc.	Data Processing Systems
Rapid Sign, INC.	Signs
SOAR Consulting, LLC	Certified Caregivers / In Home Assistants
SunRay Lawn and Landscape LLC	Grounds and landscape maintenance
Sustainable Design Energy Services Company	Commercial Architecture
The Johnson Leadership Group LLC	Leadership Development training

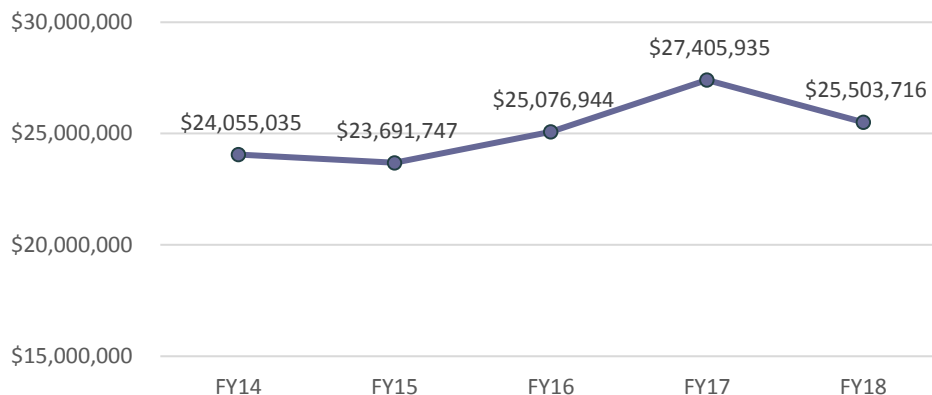
PROCUREMENT CARD PROGRAM

The PDQ (Procurement Directly and Quickly) Card Program places the power to purchase small goods and services directly into the hands of user agencies, allowing employees to do their jobs more efficiently and effectively. The program saves time and paperwork, reducing transaction costs for small purchases. Howard County is the lead agency in a joint solicitation conducted on behalf of the Baltimore Regional Cooperative Purchasing Committee (BRCPC). Many local governments and school districts in the region are members of this consortium.

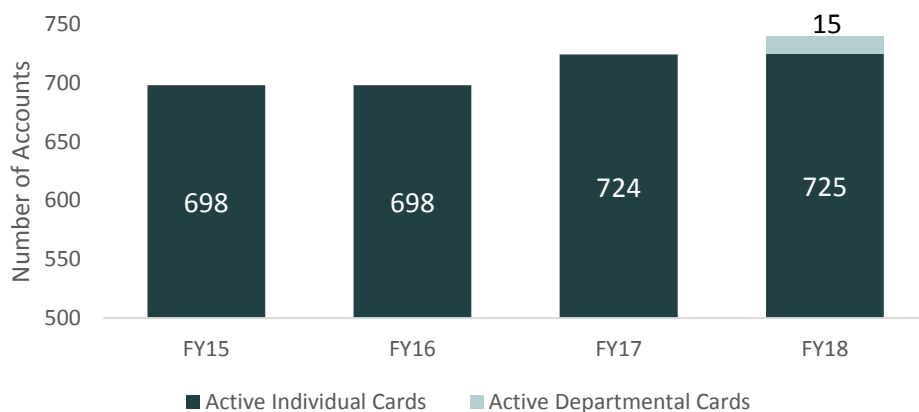
PDQ Cards By the Numbers

	FY15	FY16	FY17	FY18
Accounts Active	698	698	724	740
Number of Transactions	52,074	52,513	57,240	55,871
Average Transaction Size	\$455	\$478	\$479	\$456
Average Spend per Account	\$33,942	\$35,927	\$37,853	\$34,464
Total Spend	\$23,691,747	\$25,076,944	\$27,405,756	\$25,503,716
Rebate Received	\$374,445	\$345,901	\$412,700	\$391,701

Total PDQ Card Spend per Fiscal Year



Number and Type of Accounts Active Each Fiscal Year



PDQ Card Program Administration and Oversight

A balance of flexibility and structured oversight makes PDQ cards a useful tool for employees and worthwhile for departments, while ensuring that transactions are closely reviewed. Several controls are in place to ensure that charges are valid and work-related, that cardholders are aware of ongoing reviews by the Office of Purchasing as well as by departmental management, and that directors are paying close attention to what their employees are buying.

The Purchasing Card Program Administrator **scans transactions daily** and contacts cardholders immediately regarding unusual charges that might be fraudulent or mistaken personal purchases.

Payment Analytics, a US Bank compliance system, sends automatic alerts when any charges meet flagged criteria, such as a purchase in a foreign currency, on a holiday, or a possible split transaction. The Program Administrator conducts a **monthly review of all charges**, examining documentation in SAP and contacting department heads about any purchases that appear to be out of policy. Finally, **annual compliance reviews** are conducted on at least 100 cardholder accounts to evaluate departmental procedures and controls and to verify that cards are being used according to Howard County requirements. In FY18, this review included 197 cardholder accounts, or 27%.

FY18 Highlights

- In FY18, we initiated a successful pilot program of **departmental PDQ cards**, which are embossed with a department's name rather than that of an employee. These cards are loaned out to non-cardholder employees who need a card infrequently for occasional travel, special programs, or during an emergency. In fact, three departmental cards were pre-positioned at the Emergency Operations Center, kept secure and ready to be activated if needed. The cards were made available during the flood response efforts in June. A system of controls allows visibility into who is in possession of the card at a particular time, and 100% of departmental card transactions are audited in SAP each month. 17 shared accounts were opened during FY18; 15 have been used. After the successful pilot period, departmental cards are now a permanent part of the PDQ program. Since average spend per account is one of the factors that affects our program rebate, this new kind of card will help us close out rarely-used individual accounts and bring down the number of accounts overall, raising the average spend indicator.
- The PDQ application and renewal process entered its **second phase of automation**. In FY17, the application process was moved to the SNAP system, which streamlined approvals and restricted access to the request forms. This year, we transitioned the required quiz for new and renewal accounts into SurveyMonkey. The Program Administrator emails a link directly to an employee, reducing workload for the departmental Coordinators. The quiz can be completed online, from any type of device, an improvement over the previous Sharepoint version. Automatic scoring lets the employee know if he or she passed, and correct answers are provided if any questions missed, so that the employee learns the information.
- In October, the County piggybacked a contract with **Amazon Business**, and the PDQ program set out to sign up all cardholders likely to purchase from Amazon. Better spend visibility through the Amazon Business interface allows us to see immediately what has been purchased and identify any possible personal items; we can easily conduct a 100% audit of Amazon transactions at the end of each billing cycle. Interested departments can request an order approval workflow so

that orders must be approved by a supervisor before being placed. Custom category messaging was set up to remind users to check other specific contracts before buying from Amazon, to ensure the best use of County funds.

US Bank Rebate

The US Bank rebate, based on total spend from December 1, 2016 through November 30, 2017, was received in March 2018. This year's rebate amount was **\$391,701**, based on \$25,852,520 total spend during the program year. This represents a decrease of 5.1% over the previous year. This reduction is due to a combination of several factors, such as the requested 5% budget cuts midway through FY18, and the fact that the entire program year fell between the two flood events in Ellicott City.

Other Rebate Programs

- **Rudolph's Office Supply** offers a rebate based on the number of laser and inkjet cartridges returned for recycling. In FY18, we received \$167.25 from Rudolph's (based on 223 cartridges returned).
- The County's contract with **Home Depot** includes two rebate opportunities:
 - 5% of our total spend with Home Depot is received as a rebate check. For the period February 1, 2017 through January 31, 2018, our total spend was \$230,914, and the rebate received was \$11,545.70. Previously, our rebate was 3% of spend.
 - An additional 0.5% of our total spend with Home Depot is provided as a rebate in the form of quarterly gift cards. This year's total value was \$1,135.71. The cards are distributed to departments who shop at Home Depot frequently, and appropriate controls are in place for documenting charges on the gift cards.

SURPLUS PROPERTY

Howard County uses PublicSurplus.com to auction surplus property to the general public. PublicSurplus.com also offers internal reallocation auctions so that the County's surplus property can be reused by a different County department. The Office of Purchasing will continue to look for ways to improve the Surplus Property program by recovering the maximum value for County property after its useful life is completed, and will continue to facilitate the reallocation of property within the County to other agencies.

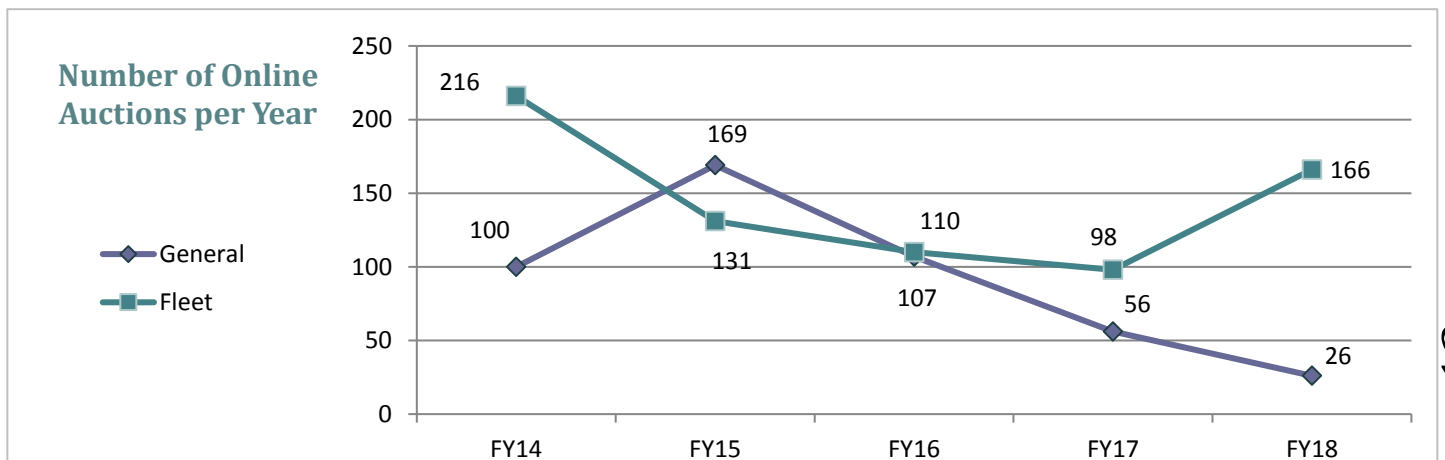
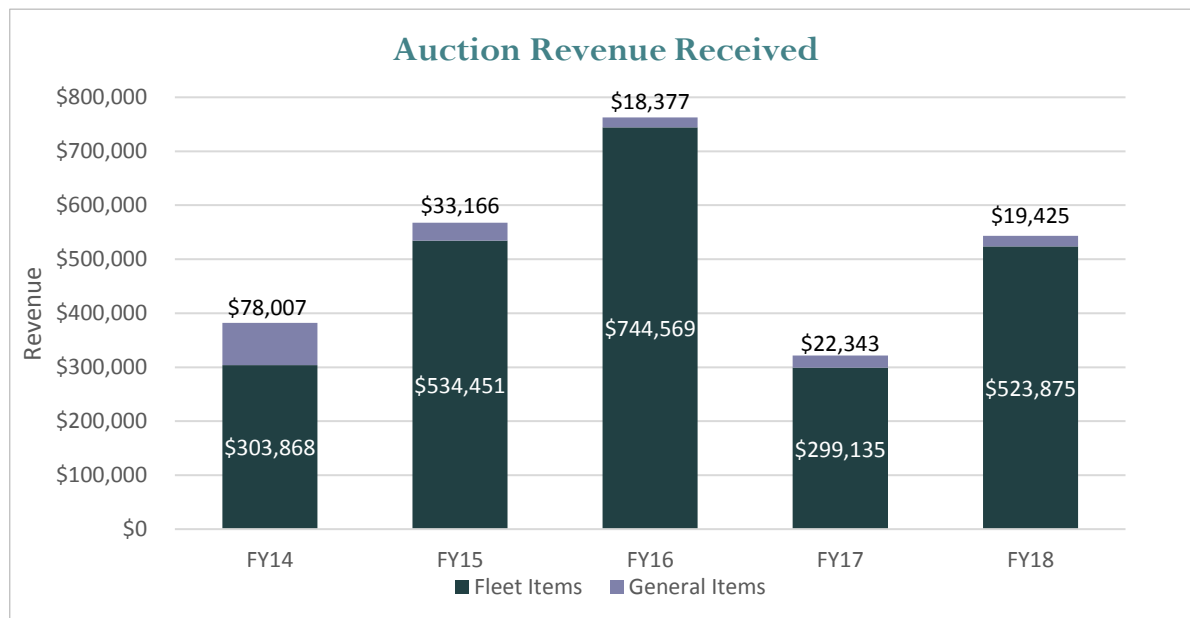
192 Online Auctions Conducted
in FY18

166 Auctions of Vehicles and
Related Equipment

\$543,300.46 Total Revenue
from Surplus Auctions

52 Internal Reallocation Auctions

26 General Item Auctions



ENVIRONMENTALLY PREFERRED PRODUCTS (EPP) AND RECYCLING

Environmentally Preferred Products (EPP) are defined as products that have a lesser or reduced effect on human health and the environment when compared to competing products serving the same purpose. EPPs include, but are not limited to, recycled materials (asphalt, tires, paper), low or no VOC paint, non-toxic dyes, designated green certified cleaning products, low emission vehicles, etc.

The County is focused on maximizing the procurement of goods made from recycled, recyclable and environmentally preferred materials whenever possible. From copy paper to cleaners, automotive fluids to printing services, every product purchased, and even the way employees travel, can have an impact on human health and the environment. In FY18, environmentally conscious projects included:

Expanding implementation of the CleanScapes program.

This Howard County Government program offers financial incentives to residents who have installed recognized stormwater Best Management Practices (BMPs). Credits and reimbursements have been issued in this program through the Howard County Watershed Protection Fee since its inception in December of 2013. This effort to expand rain garden implementation outside of Columbia is called the Rain Gardens for Clean Water program, and has undergone a successful pilot working with



homeowners in the Northern Little Patuxent sub-watershed in 2016 and expanded to other areas of the County in 2017. BMPs for stormwater management may include rain gardens, rain barrels, and tree plantings. The average rain garden size per project is estimated to be about 200 square feet with each practice treating about 1,250 square feet of impervious surface.

Phase IIA of the Composting Facility at the Alpha Ridge Landfill began during FY18. The Compost Facility is designed to compost yard trim and food scraps locally, saving on processing and transportation costs. Benefits include keeping the material local, reducing greenhouse gas emissions, and creating a beneficial soil amendment which reduces the need for chemical fertilizers, reduces



erosion, and increases water retention in soils. Currently, this is the only facility of its kind in Maryland. Materials include yard trim (such as leaves, grass clippings, and brush) and food scraps (including fruits, vegetables, and baked goods) produced by residents and collected by the County. Completion of this phase and a formal ribbon-cutting event is expected to take place in the fall.

Circuit Courthouse Project. The County recently selected a proposing team for the design, construction, facility operation and maintenance of the new Circuit Courthouse that provides a LEED Silver Certification. The LEED program (Leadership in Energy and Environmental Design) is a green building rating system that ensures healthy, high efficient, and cost-savings buildings.

Clean Diesel Transit. In FY18, the County purchased 7 clean diesel transit buses that will replace aging and dilapidated vehicles. The replacement of these transit buses will result in a reduction of approximately 11.6 tons of NOx and 238 tons of CO₂ entering the air over the life of the vehicles. This will reduce NOx and CO₂ emissions entering the atmosphere by 25-33% for each vehicle replaced. This choice decreases air pollution and promotes public transportation in our community. The County is expected to purchase an additional 6 transit buses in FY19.

Promotional Items. The Office of Purchasing encourages County Departments to choose outreach and giveaway items that are made with recyclable content. These items could include pens, stress balls, or notebooks printed with the department's logo. Decisions on what to purchase are made at the departmental level.

Specialty Recycling Contracts. During FY18, the Office of Purchasing rebid several specialty recycling contracts for services including:

- Removal & Recycle of Scrap Asphalt Roof Shingles
- Scrap Tire Removal and Recycling
- Curbside Scrap Metal Collection

Recycled Paper and Green Office Supplies

The County's paper purchases for FY18 totaled \$147,907. Purchases of recycled paper totaled \$99,136, which accounts for 67% of all paper purchased. This is a significant increase from the 48% recycled rate in FY17.

The County spent \$878,540 on office supplies (excluding paper and furniture). Purchases of office supplies designated as "green" totaled \$325,984. This represents 37.1% of all office supply purchases, a significant increase from the 23% in FY17.

Purchases Meeting EPP Standards

Below are contracts renewed during FY18 where all, or portions of, products or services meet EPP standards.

Contract No.	Contractor	Description	Amount
4400001873	PCA LLC	Printing	\$1,284,000
4400001823	Custom Media Options	Resource Guide	Revenue Generating
4400002081	Vulcan Signs	Signs and sign materials	\$446,426
4400003363	HD Supply Waterworks	Fire Hydrants Parts & Accessories	\$61,885
4400003370	Ferguson	Fire Hydrants & Accessories	\$220,818
4400001875	CPS Gumpert	Printing	\$2,300,000

Contract No.	Contractor	Description	Amount
4400001874	KM Printing	Printing	\$2,020,000
4400001839	McArdle Printing	Printing & Distribution of Activity Guide	\$3,579,560
4400003088	EJ USA	Maintenance Parts for Water & Sewer Appurtenances	\$146,295
4400003089	Ferguson Waterworks	Maintenance Parts for Water & Sewer Appurtenances	\$205,257
4400003087	LB Water Service	Maintenance Parts for Water & Sewer Appurtenances	\$196,096
4400003090	HD Supply Waterworks	Maintenance Parts for Water & Sewer Appurtenances	\$197,975
4400003420	The Fitch Dustdown Company	Janitorial Supplies	\$130,000.00
4400003413	Buckeye Cleaning Center	Janitorial Supplies	\$130,000.00
4400003015	L/B Water Service	Cold Water Meters	\$5,182,500
4400003340	L/B Water Service	Large Cold Water Meters	\$396,500
4400002549	Accubid Civil Constructions, Inc.	Environmental Restoration Construction	\$9,000,000
4400003093	Overhead Door Co. of Baltimore	Rolling and Bi-Fold Door Service	\$434,527
4400002852	Schumacher & Seiler Inc.	Plumbing Equipment, Fixtures and Supplies	\$253,000
4400002340	Stormwater Maintenance LLC.	Stormwater Quality Inlet Cleaning Services	\$278,000
4400003192	Leonard Paper Co.	Janitorial Supplies	\$439,360
4400003361	Home Depot	MRO Supplies (Energy Star and Green Products)	\$1,330,000

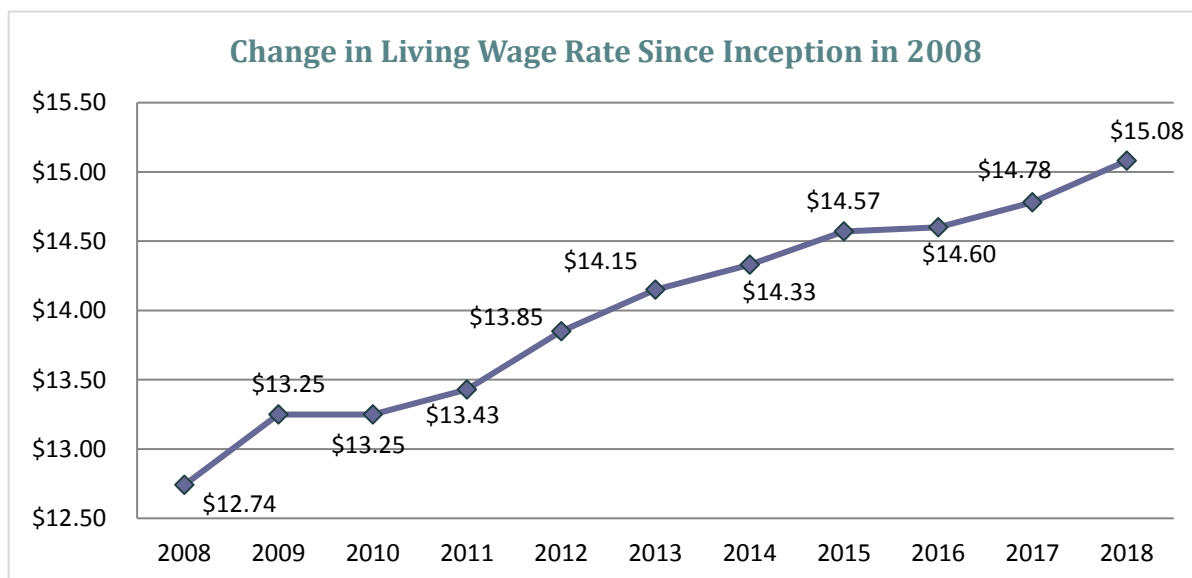
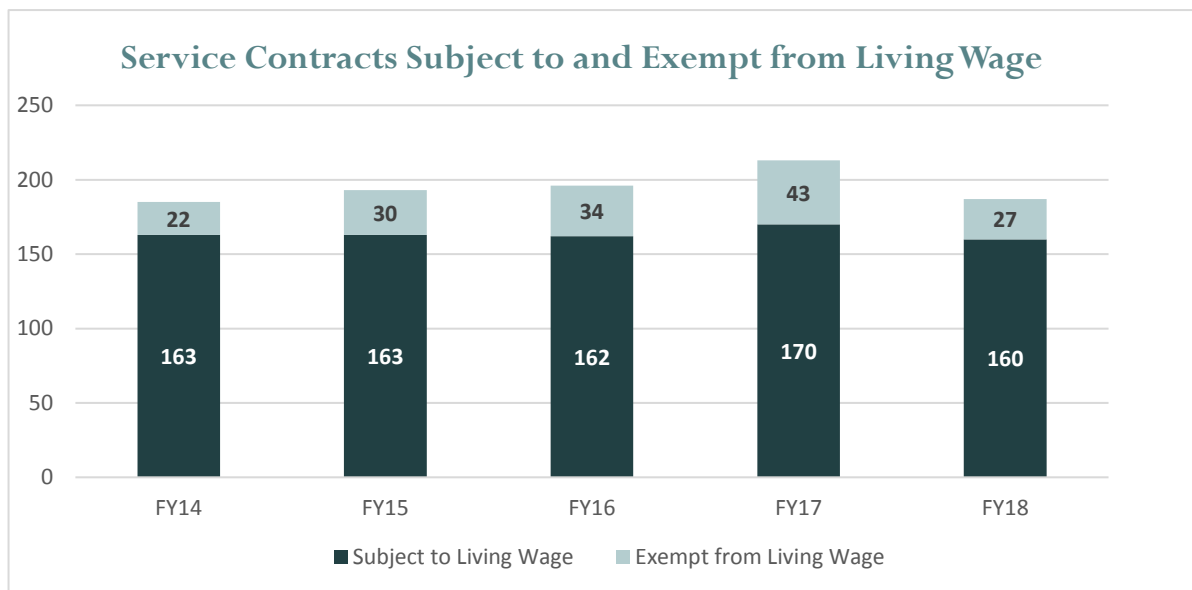
LIVING WAGE RATE

In accordance with Howard County Code Sec. 4.122A, effective January 1, 2008, the living wage rate requirement is incorporated into all service contracts estimated to be over \$100,000. Howard County's Living Wage is based on 125% of the Federal Poverty Wage Rate, adjusted each January by the Department of Health and Human Services. Changes in the rate are communicated annually via email to all current contractors subject to Living Wage Requirements

\$15.08 Living Wage Rate

160 Vendors are paying employees the Living Wage Rate or higher

187 Service Contracts over \$100,000 were awarded in FY18



FY18 Service Contracts Subject to Living Wage Rate Requirements

Contract or Purchase Order No.	Contractor	Description	Amount
2000019397	CDI Architects, Inc. DBA L.R. Kimball	Detention Center Master Planning, Facility Condition Analysis, Design and Construction Administration	\$4,097,500
2000019724	ARCADIS-US, Inc	Circuit Courthouse Expansion	\$886,648
2000020030	Allan Myers MD, Inc.	Composting Facility Phase IIA at Alpha Ridge Landfill	\$4,217,777
2000020209	W.F. Wilson & Sons, Inc.	Sylvan Lane Interceptor Sewer Improvements	\$1,004,719
2000020302	Octagon Services Inc., dba Tanks Direct	Underground Water Storage Tanks for Fire Suppression	\$520,629
2000020741	Hazen and Sawyer PC	Consulting Services for Whiskey Bottom Road Water Pump Station Replacement	\$337,533
2000020932	Marona Construction Co	Broken Land Parkway 30-inch Water Transmission Main Extension	\$3,967,230
2000021139	Highland Turf Inc. dba HTI Contractors	Underground Tanks for Fire Suppression	\$503,971
2000021244	Rivers Construction Group, Ltd.	Levering Avenue, Gun Road, and Park Entrance Road Water Main Replacement	\$2,496,040
4400001397	EA Engineering, Science, and Technology, Inc.	Phase I and Phase II Environmental Site Assessments	\$932,500
4400001398	Skelly and Loy, Inc.	Environmental Consulting Services	\$175,400
4400001399	ARM Group Inc.	Phase I and Phase II Environmental Site Assessments	\$175,400
4400001514	Utilli, LLC	SAP Utility Billing System	\$400,000
4400001591	Motorola Solutions, Inc.	800 MHz Trunked Land Mobile Radio System Maintenance	\$2,639,328
4400001618	Southern Maryland Cable, Inc.	ICBN Outside Plant Construction Services	\$4,000,000
4400001625	Office Movers, Inc.	On-Call Moving and Storage Services	\$141,706
4400001626	Henkels & McCoy	ICBN Outside Plant Construction Services	\$3,330,000
4400001631	Benelogic LLC	Web-Based Benefits Enrollment System	\$125,000
4400001632	Skyline Network Engineering	ICBN Design and Engineering Services	\$1,250,000
4400001633	Columbia Telecommunications	ICBN Design and Engineering Services	\$1,250,000
4400001693	US Digital Designs	Fire Station Alerting System Services	\$411,934
4400001707	Ex-cel Tree Experts Co. Inc.	Tree Removal, Planting, and Maintenance	\$414,000
4400001708	Tree Services, Inc.	Tree Removal, Planting, and Maintenance	\$899,413
4400001712	Mead Tree & Turf Care, Inc.	Tree Removal, Planting, and Maintenance	\$950,000
4400001713	Asplundh Tree Expert Co.	Tree Removal, Planting, and Maintenance	\$950,000
4400001808	Jasso Maintenance LLC	Custodial Services	\$1,037,071
4400001809	C.J. Maintenance	Custodial Services	\$337,158
4400001826	Conmed, Inc.	Medical Services, Inmate	\$2,010,148

Contract or Purchase Order No.	Contractor	Description	Amount
4400001839	Corporate Communications Group DBA Corporate Press Inc.	Printing & Distribution of Activity Guides	\$771,700
4400001859	LifeStar Response of MD	Non-Emergency Transportation Services for Medicaid/HealthChoice Recipients	\$1,383,333
4400001868	FieldTurf USA	Synthetic Field Turf	\$4,380,000
4400001874	KM Printing, LLC	Printing and Reproduction	\$300,000
4400001875	Ironmark (formerly CPS Gumpert)	Printing, Reproduction, and Mailing Services	\$300,000
4400001877	Highland Turf Inc. dba HTI Contractors	Roadways, Intersections, and Sidewalks	\$1,876,281
4400001880	Pure Technologies US Inc DBA Wachs Water Services	Water Valve Inspection Program	\$225,961
4400001887	General Paving & Contracting, Inc.	Roadways, Intersections, and Sidewalks	\$2,282,654
4400001888	D & F Construction, Inc.	Roadways, Intersections, and Sidewalks	\$2,407,200
4400001941	George, Miles & Buhr	Water and Wastewater Facilities Engineering Design Services	\$1,000,000
4400001963	HDR Engineering, Inc.	Water and Wastewater Facilities Engineering Design Services	\$1,000,000
4400001988	Hazen and Sawyer PC	Water and Wastewater Facilities Engineering Design Services	\$957,844
4400001990	Capital Communications and Technologies	Network Equipment Installation Services	\$340,000
4400002002	The IQ Business Group, Inc.	Electronic Content Management	\$929,020
4400002005	Whitman, Requardt, & Associates, LLP	Water and Wastewater Facilities Engineering Design Services	\$1,187,500
4400002009	O'Brien & Gere Engineers, Inc.	Water and Wastewater Facilities Engineering Design Services	\$1,000,000
4400002010	Russell Corrosion Consultants	Miscellaneous Corrosion Engineering Services	\$1,000,000
4400002031	Eastern Sales & Engineering Company	On-Call Electrical Services	\$412,000
4400002080	KCI Technologies, Inc.	Stormwater and Watershed Management Evaluation Design/Build	\$5,000,000
4400002100	Pure Technologies US Inc. DBA Openaka	Failure Risk Analysis for Pipelines and Miscellaneous Structures	\$600,000
4400002138	Structural Preservation Systems	Carbon Fiber Repair of Pipelines and Structures	\$1,000,000
4400002161	EMH Environmental	On-Call Water Reclamation Plant and Pump Station Repairs and Improvements	\$2,494,500
4400002176	Pure Technologies U.S., Inc.	Pipeline Inspection and Monitoring	\$1,000,000
4400002192	Ecology Services, Inc.	Trash and Recyclable Dumpster and Cart Services	\$407,500
4400002249	Mead Tree & Turf Care, Inc.	Tree Inoculation Services	\$87,688
4400002265	Apex Companies, LLC	Environmental Hazard Abatement: Underground Storage Tanks, Spills, and Drums	\$820,000
4400002274	Toole Design Group, LLC	Pedestrian Master Plan	\$106,199

Contract or Purchase Order No.	Contractor	Description	Amount
4400002280	Germain Holdings LLC (previously Overlea Caterers)	Congregate Meals Program	\$160,000
4400002340	Stormwater Maintenance, LLC	Stormwater Quality Inlet Cleaning Services	\$100,000
4400002349	Allan Myers MD, Inc.	Road Resurfacing Program FY14 - Fy18	\$1,300,000
4400002351	P. Flanigan & Sons, Inc.	Road Resurfacing Program	\$5,461,947
4400002360	CJ Miller, LLC	Road Resurfacing	\$5,425,605
4400002370	Charles P. Johnson & Associates, Inc.	Stormwater Management Facilities Inspection Services	\$350,000
4400002381	Stormwater Maintenance, LLC/Johnson Mirmiran & Thompson A Joint Venture	Stormwater Management Facilities Inspection Services	\$1,150,000
4400002433	EA Engineering, Science, and Technology, Inc.	Environmental Investigation and Compliance Requirements Contract	\$331,600
4400002455	A. Morton Thomas and Associates, Inc.	Trail Design and Related Services	\$221,025
4400002456	AECOM Technical Services	Environmental Investigation and Compliance Requirements Contract	\$331,600
4400002469	Bates Trucking Company, Inc.	Integrated Curbside Refuse and Recycling Collection Services: TRZ 13	\$478,100
4400002470	Ecology Services, Inc.	Integrated Curbside Refuse and Recycling Collection Services: TRZ 1	\$454,781
4400002496	NTT Data, Inc.	Project Management Office Implementation Systems	\$552,438
4400002497	Highland Turf Inc. dba HTI Contractors	Water & Sewer On-Call Construction Services	\$1,500,000
4400002542	Highland Turf Inc. dba HTI Contractors	Environmental Restoration Construction	\$8,500,000
4400002549	AccuBid Civil Construction	Environmental Restoration Construction	\$2,762,815
4400002550	Apex Companies, LLC	Environmental Restoration Construction	\$2,500,000
4400002551	Angler Environmental, A RES Company	Environmental Restoration Construction	\$1,657,689
4400002553	Meadville Land Service, Inc.	Environmental Restoration Construction	\$1,500,000
4400002554	Ecotone, Inc.	Environmental Restoration Construction	\$3,500,000
4400002562	Transit Management of Central Maryland, Inc.	Transit Management Operations	\$20,515,970
4400002594	Hercules Fence of Maryland, LLC	Fencing Installation and Repair	\$925,000
4400002595	BEST Fence, LLC	Fencing Installation and Repair	\$1,035,000
4400002674	Dominion National (formerly Dominion USA, Inc.)	Healthcare, Prescription Drug & Dental Plans	\$366,650
4400002675	Delta Dental	Healthcare, Prescription Drug & Dental Plans	\$349,750
4400002770	Ecology Services, Inc.	Integrated Curbside Refuse and Recycling Collection Services: Zones TRZ-5 and TRZ-14	\$1,101,298
4400002773	Unity Disposal & Recycling	Refuse & Recycling Collection TRZ 4	\$627,755
4400002793	Central Parking System of MD, Inc.	Parking Meter Collection, Enforcement, and Citation Processing Services	\$149,289

Contract or Purchase Order No.	Contractor	Description	Amount
4400002813	Johnson, Mirmiran & Thompson, Inc.	General Civil Engineering and Surveying Services	\$1,766,151
4400002815	Whitman, Requardt, & Associates, LLP	General Civil Engineering and Surveying Services	\$2,210,253
4400002816	Greenman-Pedersen, Inc.	General Civil Engineering and Surveying Services	\$883,075
4400002817	Wallace, Montgomery & Associates, LLP	General Civil Engineering and Surveying Services	\$1,105,126
4400002820	RouteMatch Software, Inc.	Electronic Swipe Card Fare System	\$190,000
4400002845	AECOM Technical Services	General Civil Engineering and Surveying Services	\$2,210,252
4400002846	E&R Services Inc	Sidewalk and Ramp Repair Program	\$691,457
4400002863	ALS Environmental	Laboratory Analytical Support	\$185,000
4400002866	D & F Construction, Inc.	Sidewalk and Ramp Repair Program	\$841,257
4400002867	Olney Masonry Corporation	Sidewalk and Ramp Repair Program	\$900,578
4400002881	KANE Construction, Inc.	Job Order Contracting	\$3,315,378
4400002892	RLO Contractors, Inc.	Wood Waste Shredding, Emergency	\$229,060
4400002894	Harvest Mid Atlantic, LLC	Yard Waste Acceptance, Process, and Marketing Services	\$167,841
4400002895	Harkins Builders, Inc	Job Order Contracting	\$3,315,378
4400002896	Hayes Construction Company	Job Order Contracting	\$3,315,378
4400002897	Shade Construction Co.	Job Order Contracting	\$3,315,378
4400002898	North Point Builders, Inc.	Job Order Contracting	\$3,315,378
4400002899	Plano-Coudon LLC	Job Order Contracting	\$3,315,378
4400002900	Garcete Construction Co Inc.	Job Order Contracting	\$3,315,378
4400002902	Baldwin Line Construction of Maryland, Inc.	Traffic Signal Construction & Modification	\$300,000
4400002904	Scott A Duncan Inc	Traffic Signal Construction & Modification	\$408,114
4400002906	HASCON, LLC	Job Order Contracting	\$3,315,378
4400002922	Haris Design & Construction	Job Order Contracting	\$3,315,378
4400002943	Slurry Pavers, Inc.	Micro-Surfacing Program	\$1,505,125
4400002944	Gallagher Asphalt Corporation	Hot-In-Place Recycling Program	\$3,155,850
4400002946	Video Pipe Services (dba Mobile Dredging & Video Pipe)	Sewer System Investigation, Cleaning, and Rehabilitation	\$573,616
4400002947	Snow and Ice Removal Services for County Buildings	CT Building Services LLC	\$250,000
4400002948	P2 Cleaning Services LLC	Snow and Ice Removal Services for County Buildings	\$55,256
4400002950	Diversified Infrastructure Services, Inc.	Sewer System Investigation, Cleaning, and Rehabilitation	\$696,775
4400002953	Conduent State & Local Solutions (formerly Xerox State & Local Solutions Inc.)	Traffic Enforcement, Automated Red Light & Speed Detection Camera Systems & Office Services	\$450,000
4400002978	Whitman, Requardt, & Associates, LLP	Construction Inspection Engineering and Administration Services	\$1,880,000

Contract or Purchase Order No.	Contractor	Description	Amount
4400002979	A. Morton Thomas and Associates, Inc.	Construction Inspection Engineering and Administration Services	\$1,880,000
4400002980	Rummel, Klepper & Kahl LLP	Construction Inspection Engineering and Administration Services	\$1,880,000
4400002983	Corporate Occupational Health Solutions, LLC	Fire and Rescue Occupational Health Services	\$949,717
4400003006	Bolton Partners, Inc.	Actuarial Consulting Services	\$270,000
4400003016	M.T. Laney Company, Inc.	Roadway Utility Patching	\$193,397
4400003027	Eyre Bus Service, Inc.	Recreational Program Bus Services, Motor Coach	\$169,583
4400003030	General Paving & Contracting, Inc.	Roadway Utility Patching	\$221,025
4400003035	E&R Services Inc	Roadway Utility Patching	\$221,025
4400003053	Bates Trucking Company, Inc.	Integrated Curbside Refuse and Recycling Collection Services: TRZ 6	\$717,331
4400003055	Pure Technologies	Valve and Hydrant Exercising Program	\$982,678
4400003076	MBG Enterprises, Inc.	Integrated Curbside Refuse and Recycling Collection Zones TRZ-11	\$659,018
4400003082	Maryland Treatment Centers, Inc.	Substance Use Disorder Treatment, Residential	\$84,689
4400003113	Govolution LLC	Banking, Lockbox, and Merchant Services	\$424,907
4400003141	Healthify, INC	Health Management Database	\$140,000
4400003142	E.A.R.N. Contractors, Inc.	Bus Shelter Installation and Related Services	\$220,271
4400003150	Colossal Contractors, Inc.	Bus Shelter Installation and Related Services	\$209,668
4400003182	RCS Commercial Air	HVAC Services, On-Call	\$138,351
4400003213	Bewegen Technologies Inc.	Bike Share Pilot Program	\$171,428
4400003231	IMG Rebel Advisory, Inc.	Financial Advisory Service - P3	\$100,000
4400003253	House of Balance	Electric Motor and Pump Repairs	\$516,945
4400003255	Trustworthy Staffing Solutions	In-Home Health Care Services	\$200,202
4400003256	Elizabeth Cooney Personal Care, LLC	In-Home Health Care Services	\$198,389
4400003261	Dependable Services Group	In-Home Health Care Services	\$228,544
4400003262	ComForCare Home Care of Howard County Co.	In-Home Health Care Services	\$202,028
4400003263	Standard Insurance Company	Insurance - Group Life, Accidental D&D, Dependent Life, Supplemental Life, Long Term Disability	\$2,000,000
4400003264	Woodlawn Motor Coach	School Bus Transportation Services	\$127,089
4400003268	Highland Turf Inc. dba HTI Contractors	Civil Site Work Equipment, Operators, and Laborers	\$437,136
4400003278	Personal Home Care, LLC	In-Home Health Care Services	\$198,389
4400003279	SCL Corporation dba Right at Home	In-Home Health Care Services	\$197,822
4400003305	CliftonLarsonAllen LLP	Auditing Services	\$176,322

Contract or Purchase Order No.	Contractor	Description	Amount
4400003321	Skyline Network Engineering, LLC dba Skyline Technology Solutions	Fiber Emergency Maintenance, Construction, and Locate Services	\$966,666
4400003335	Ecology Services, Inc.	Integrated Curbside Refuse and Recycling Collection Service TRZ3	\$466,600
4400003336	Ecology Services, Inc.	Integrated Curbside Refuse and Recycling Collection Service TRZ15	\$464,784
4400003337	MBG Enterprises, Inc.	Integrated Curbside Refuse and Recycling Collection Service TRZ12	\$729,146
4400003338	The Goode Companies, Inc.	Integrated Curbside Refuse and Recycling Collection Service TRZ2	\$619,296
4400003341	CLAW Transport Services, LLC	Waste Hauling Services - Alpha Ridge Landfill	\$829,120
4400003358	Buildview LLC DBA Multivista	Construction Site Documentation Services	\$110,520
4400003436	HDR Engineering, Inc.	Water and Wastewater Facilities Engineering Design Services	\$1,657,800
4400003438	Whitman, Requardt, & Associates, LLP	Water and Wastewater Facilities Engineering Design Services	\$1,657,800
4400003448	George, Miles & Buhr	Water and Wastewater Facilities Engineering Design Services	\$1,657,800
4400003449	Rummel, Klepper & Kahl, LLP	Water and Wastewater Facilities Engineering Design Services	\$1,657,800
4400003473	McCormick Taylor, Inc.	Stormwater and Watershed Management Evaluation and Design Services	\$2,210,252
4400003490	RRMM Architects	Architectural Services for a Variety of Building Types	\$1,020,300
4400003519	Proven Management, LLC	Comprehensive Move Management Services	\$419,139
4400003555	Gannett Fleming, Inc.	Consultant Services for Water & Sewer Main Engineering Design	\$1,020,286
4400003580	Elevated Trail Design	Trail Construction Services	\$340,166

Exemptions

Howard County Code Sec. 4.122A allows vendors to self-identify as exempt from the Living Wage Requirement, based on the characteristics of the vendor's business. Reason codes for allowable exemptions include:

1. Contractor employs fewer than 5 employees.
2. Contractor received less than \$100,000 in most recent 12-month period.
3. Contractor is a nonprofit organization under Section 501(c)(3).
4. Contractor is expressly precluded from complying by the terms of any federal, state, or County law, federal or state contract or grant, and the contract falls within the extent of that preclusion.
5. Contractor is a public entity.
6. Contract was awarded under sole source, emergency or expedited procurement method.
7. Contractor is a regulated public utility.
8. Contract was awarded under a cooperative procurement with another government or organization of governments.

27 vendor-claimed exemptions are reported for FY18:

Contract or Purchase Order No.	Contractor	Description	Exemption Code	Amount
4400000816	Synagro Central, LLC	Biosolids Processing, Hauling, Disposal/Reuse	1	\$3,000,000
4400000943	Tuerk House, Inc.	Operate and Manage Residential Substance Abuse Treatment Program	3	\$281,034
4400001635	Advantage Engineers, LLC	ICBN Design Engineer Services	2	\$500,000
4400002177	Singh Operational Services, Inc.	Operations and Maintenance of Wastewater Treatment Facilities	2, 6	\$124,000
4400002233	The David R. Schmidt Co. Inc.	Inspection of Howard County Bridges	1, 2	\$112,666
4400002258	Grant Capital Management, Inc.	Lease Financing Services	1, 2	\$6,000,000
4400002282	Meals on Wheels of Central Maryland	Home Delivered Meals	3	\$158,333
4400002313	Whel-tech Inc	Scada System Integration, On-call Parts, Programming, Repair, and Improvements	1, 2	\$280,000
4400002374	Johnson, Mirmiran, & Thompson, Inc.	Real Estate Acquisition Services	2	\$200,856
4400002452	Penn Trails LLC	Engineering Consultant, Trail Design Services	1	\$442,050
4400002457	InBand Networks, LLC	Cisco Network Services	1, 2	\$176,800
4400002503	Sabra, Wang & Associates, Inc.	Traffic and Transportation Engineering Services	2	\$380,000
4400002548	Jenn-Kans	Curbside Refuse and Recycling Collection Services, Zone TRZ-9	1	\$601,384
4400002673	Kaiser Permanente KFHP-MAS	Insurance, Group Health and Hospitalization	3	\$2,500,000
4400002831	KCI Technologies, Inc.	NPDES Watershed Management Program/NPDES Municipal	2	\$884,101
4400002916	Boulevard Contractors Corp	Job Order Contracting	2	\$3,315,378
4400002951	American Traffic Solutions	Traffic Enforcement, Automated Red Light, and Speed Detection Camera Systems & Office Services	2	\$1,625,000
4400003031	Chartwell Enterprises, LLC	Real Estate and Technical Advisory Services	1, 2	\$283,413
4400003081	Tuerk House, Inc.	Residential Substance Use Disorder Treatment	3	\$123,114
4400003098	Wells Fargo Bank	Banking Services	2	\$87,820
4400003187	Colossal Contractors, Inc.	Painting Services, On-Call	8	\$112,707
4400003188	Tito Contractors, Inc	Painting Services, On-Call	8	\$116,425
4400003217	The Pittman McLenagan Group	Promotional Testing for Fire and Rescue Services	1	\$231,894
4400003320	One Call Concepts Locating Services, Inc.	Fiber Emergency Maintenance, Construction, & Locate Services	1, 2	\$208,333
4400003463	KCI Technologies, Inc.	Stormwater and Watershed Management Evaluation and Design Services	2	\$2,210,252
4400003472	Biohabitats Inc/Century Engineering Inc Joint Venture	Stormwater and Watershed Management Evaluation and Design Services	2	\$2,210,200
4400003578	CFI Construction Corp	Trail Construction Services	2	\$680,333

PURCHASES AWARDED THROUGH FORMAL BIDDING

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Design/Build Services, Font Hill Tributary Stream Restoration - Centennial Lane West	8/1/2017	2000019552	Environmental Quality Resources, LLC	\$3,587,765	King's Point Survey, Inc. Empire Landscape, LLC Bull Dog Trucking Eco Fabriks, LLC
Ammunition	9/11/2017	2000019797	The Gun Shop, George J Petronis T/A	\$54,796	Waiver
Composting facility Phase IIA Alpha Ridge Landfill	10/17/2017	2000020030	Allan Myers MD, Inc.	\$4,217,777	Mohawk Bridge 7 Iron, Inc.
Sylvan Lane Interceptor Improvements	10/16/2017	2000020209	W.F.Wilson & Sons, Inc.	\$1,004,719	Keys Materials L.E.Blue & Associates
Underground Water Storage Tanks for Fire Suppression	1/30/2018	2000020302	Octagon Services Inc dba Tanks Direct	\$518,229	JMV Construction Co Inc Livesay Trucking
Groundwater Remediation System Hardware/Software Modernization	2/1/2018	2000020410	Optimum Controls Corporation	\$582,793	Calmi Electric
Whiskey Bottom Road Water Pumping Station Replacement, Capital Project No. W8320	2/2/2018	2000020510	Allan Myers MD, Inc	\$3,637,777	Whel-Tech, Inc. Brick House Brown, Inc. W.M. Parham & Son Trucking, Inc. Best Fence, LLC Mid Atlantic Electrical Contracting, Inc.
Tracker and Surveillance Equipment	2/13/2018	2000020739	Drellishak & Drellishak, Inc. Pro-Tech Security	\$43,987	
Middle Patuxent Environmental Area Site Improvements Project	2/26/2018	2000020800	AB Construction, Inc.	\$1,632,650	AB Consultants, Inc. AJO Concrete Construction, Inc.
Broken Land Parkway 30 Inch Water Transmission Main Extension	4/25/2018	2000020932	Marona Construction Company	\$3,967,230	Apex Petroleum Corp Machado Construction Co Sunrise Safety Services WM. J. Gleason & Sons Antonio's Trucking
Dorsey Run Wastewater Pump Station Upgrade	4/26/2018	2000021007	American Contracting & Environmental Services	\$3,102,000	Premiums Inc. SQN Systems, Inc. Whel-Tech, Inc.
Underground Tanks for Fire Suppression	4/19/2018	2000021139	Highland Turf Inc. dba HTI contractors	\$503,972	Keys Materials & Utilities, Inc.

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Hall Shop Road & Browns Bridge Road	4/23/2018	2000021154	Gray & Son, Inc.	\$675,346	SJ and Son Construction and Trucking, LLC Diogo, LLC Priceless Industries Shannon Baum Signs Century Fence Construction, LLC Guardrails, Inc.
Leveraging Avenue Water Main	4/20/2018	2000021244	Rivers Construction Group, Ltd.	\$2,496,040	State Contractors Corporation
Sample Ballot Printing	4/23/2018	2000021257	Uptown Press, Inc.	\$67,980	Time Printing, Inc.
Evaluation of Howard County's Head Start Program	6/20/2018	2000021488	Anlar, LLC Tate Gould	\$30,000	
Fuel Lube Truck	6/27/2018	2000021571	Norris Chesapeake Truck Sales, LLC	\$167,950	No EBO Opportunities Justified
Master Plan for Route 1 Corridor Consulting Services	6/26/2018	2000021757	RKG Associates, Inc.	\$301,065	Rhodeside & Harwell, Inc. Toole Design Group Foursquare Integrated Transportation Planning W-ZHA, Inc.
Biosolids Management - Little Patuxent Water Reclamation Plant	11/7/2018	4400000816	Synagro Central, LLC	\$8,285,125	Carl D Jones & Associates
Tree Removal, Planting & Maintenance	2/12/2018	4400001708	Tree Services, Inc. t/a Adirondack Tree Experts	\$600,000	C & M Home Heating Oil Company, LLC
Custodial Services	6/18/2018	4400001808	Jasso Maintenance, LLC	\$1,535,043	Fitch Dustdown Co., Inc.
Custodial Services	6/18/2018	4400001809	CJ Maintenance Inc.	\$638,938	EBO Prime Self Perform
Integrated Curbside Refuse and Recycling Collection Services: Zones TRZ-11	5/25/2018	4400003076	MBG Enterprises, Inc.	\$635,000	Waiver
Bus Shelter Installation & Related Services	9/15/2017	4400003142	EARN Contractors	\$100,000	Colossal Contractors, Inc.
Traffic Video Camera Detection Equipment	8/14/2017	4400003163	Control Technologies	\$80,000	Waiver
Commodity Contract for Methanol	10/30/2017	4400003164	Intercoastal Trading, Inc.	\$200,000	Waiver
Traffic Signals & Accessories	10/26/2017	4400003168	RGA, LLC	\$50,000	Waiver
HVAC Services	11/9/2017	4400003182	RCS Commercial Air Conditioning, Inc.	\$120,040	Technical Metals, LLC
Janitorial Supplies, General Line	2/28/2018	4400003192	Leonard Paper Company	\$220,000	Waiver
Sodium Hypochlorite	11/29/2017	4400003219	Maryland Chemical Co, Inc.	\$96,250	Waiver

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Financial Advisory Services	11/29/2017	4400003231	IMG Rebel Advisory, Inc.	\$300,000	Phoenix Infrastructure Group
Street Sweeping Services	12/27/2017	4400003237	B & J Sweeping & Sons, Inc.	\$400,000	Waiver
School Bus Transportation Services	4/16/2018	4400003264	Woodlawn Motor Coach	\$120,000	A.S.Midway
Civil Site Work, Equipment, Operators and Laborers	1/15/2018	4400003268	Highland Turf Inc. dba HTI contractors	\$60,000	Keys Materials & Utilities, S&L Trucking LLC Von Eiff Prime Concrete Construction, Inc.
Bakery Products	5/24/2018	4400003270	Schmidt Baking Company, Inc	\$70,000	Waiver
Commodity Contract for Various Processed, Fresh, Dairy and Frozen Products	2/9/2018	4400003271	Karetas Foods, Inc.	\$160,000	Waiver
Uniform Cleaning & Alterations Services	3/2/2018	4400003273	Rogers Custom Cleaners	\$251,857	Waiver
Auditing Services	6/15/2018	4400003305	CliftonLarsonAllen, LLP	\$159,550	F.S.Taylor & Associates, P.C
Oil Water Separator Maintenance and Cleaning	6/1/2018	4400003314	Water Depot, Inc.	\$50,163	Subsurface Technologies, Inc.
Oil Water Separator Maintenance and Cleaning	6/5/2018	4400003316	Sierra Construction, LLC	\$50,163	A2Z Environmental Group Bishop & Associates
Fiber Emergency Maintenance, Construction and Locate Services	6/5/2018	4400003320	One Call Concepts Locating Services, Inc.	\$178,000	Boonerang Consulting, LLC PAJ Business Staffing, Inc.
Fiber Emergency Maintenance, Construction and Locate Services	6/5/2018	4400003321	Skyline Technology Solutions, LLC	\$800,000	Absolute Underground, Inc.
Integrated Curbside Refuse and Recycling Collection Services Zone TRZ 3	5/24/2018	4400003335	Ecology Services, Inc.	\$425,000	AA Refuse, Inc.
Integrated Curbside Refuse and Recycling Collection Services Zone TRZ 15	5/24/2018	4400003336	Ecology Services, Inc.	\$425,000	AA Refuse, Inc.
Integrated Curbside Refuse and Recycling Collection Services: Zones TRZ-12	5/25/2018	4400003337	MBG Enterprises, Inc.	\$685,000	Waiver

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Integrated Curbside Refuse and Recycling for TRZ 2	6/1/2018	4400003338	The Goode Companies, Inc.	\$575,000	Jenn Kans, Inc.
Waste Hauling Services - Alpha Ridge Landfill	6/4/2018	4400003341	Claw Transportation Services	\$850,000	Von Eiff, Inc.
Promotional Products	7/3/2017	4400003355	Global Group	\$45,000	
Promotional Products	7/5/2017	4400003356	KM Printing LLC	\$45,000	
Promotional Products	7/5/2017	4400003357	AMC Promotional Products	\$45,000	
Promotional Products	7/7/2017	4400003360	Promotions Unlimited	\$45,000	
Multi-Size Fire Hydrant and Replacement Parts	7/10/2017	4400003363	HD Supply Waterworks LTD	\$62,000	No EBO Opportunities Justified
Promotional Products	7/10/2017	4400003364	Corporate Promotions	\$45,000	
Fire Hydrant Painting	6/1/2018	4400003365	Colossal Contractors, Inc.	\$140,000	EARN Contractors
Multi-Size Fire Hydrant and Replacement Parts	7/11/2017	4400003370	Ferguson Waterworks	\$220,818	No EBO Opportunities Justified
Real Estate Appraisal Services	7/19/2017	4400003377	Hentschel Real Estate Services	\$25,000	
Real Estate Appraisal Services	7/19/2017	4400003378	S H Muller & Associates LLC	\$25,000	
Real Estate Appraisal Services	7/19/2017	4400003379	Karen H Belinko Appraisals LLC	\$25,000	
Real Estate Appraisal Services	7/19/2017	4400003380	Principle Real Estate Consultants	\$25,000	
Locksmith Services	7/26/2017	4400003383	American Lockworks, Inc.	\$13,500	
Locksmith Services	7/26/2017	4400003384	Easter's Lock & Access Systems, Inc.	\$13,500	
Pump Out Services, Septic Tanks, Grease Traps, Wet Well, Condensate Tanks	8/10/2017	4400003385	Hatfields Equipment and Dedicaton Services, Inc.	\$53,905	Waiver
On-Call Sewer Rehabilitation Construction (OCSRC)	7/26/2017	4400003386	AM-Liner East, Inc.	\$7,306,140	Enerview, Inc. TFE Resources, Ltd.
On-Call Sewer Rehabilitation Construction (OCSRC)	7/26/2017	4400003388	SAK Construction, LLC	\$8,331,500	TFE Resources
Capital Lease Finance Consulting	8/7/2017	4400003392	Davenport and Company, LLC	\$60,322	SOA Financial
HVAC Parts & Maintenance (Re-Bid)	9/1/2017	4400003396	Henry M Sweeny Company Inc	\$50,000	No EBO Opportunities Justified
HVAC Parts & Maintenance (Re-Bid)	9/1/2017	4400003397	Johnson Controls, Inc.	\$50,000	No EBO Opportunities Justified

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
HVAC Parts & Maintenance (Re-Bid)	9/1/2017	4400003398	Hugee Corporation	\$400,000	No EBO Opportunities Justified
Web Based Benefits Enrollment System	8/12/2017	4400003401	Benelogic, LLC	\$121,000	Sue-Ann's Office Supply, Inc.
On-Call Sewer Rehabilitation Construction (OCSRC)	7/26/2017	4400003403	Layne Inliner, LLC	\$7,753,375	TFE Resources
Waste Hauling Services - Alpha Ridge Landfill	8/23/2017	4400003404	Lucky Dog, LLC	\$50,000	Apex Petroleum
Fitness Equipment, Maintenance, Repair and Moving Services	9/12/2017	4400003408	Patrice Milani Exercise Equipment, Inc.	\$37,490	
Countywide Curbside Scrap Metal Collection and Hauling	8/15/2017	4400003409	AA Refuse, Inc.	\$94,000	Anointed Press Graphics, Inc.
Janitorial Supplies	9/11/2017	4400003413	Buckeye Cleaning Center	\$130,000	Waiver
Event Services	9/26/2017	4400003415	Advantage Conference & Expo	\$40,347	
Janitorial Supplies	9/11/2017	4400003420	The Fitch Dustdown Co.	\$130,000	Waiver
Veterinarian Services	9/26/2017	4400003430	Animal Medical Hospital at Glenwood, Inc.	\$256,360	Waiver
Real Estate Title Services	10/24/2017	4400003432	Crown Title Corporation	\$19,685	
Real Estate Title Services	10/26/2017	4400003433	Colony Title Corporation	\$19,685	
Real Estate Title Services	10/26/2017	4400003434	MacLeod Law Group, LLC	\$19,685	
Water & Wastewater Facilities Engineering Design Services (WWFEDS)	12/18/2017	4400003436	HDR Engineering, Inc.	\$1,500,000	The Robert Balter Company R2S Consultants Navarro and Wright Consulting Shah & Associates
Water & Wastewater Facilities Engineering Design Services (WWFEDS)	10/18/2017	4400003437	GHD, Inc.	\$1,500,000	AB Consultants The Robert Balter Company
Water & Wastewater Facilities Engineering Design Services (WWFEDS)	10/18/2017	4400003438	Whitman, Requardt & Associates	\$1,500,000	Dhillon Engineering, Inc. Rosborough Communications
Roadways, Intersections & Sidewalks Construction Improvements	10/18/2017	4400003442	General Paving & Contracting, Inc.	\$750,000	Priority Construction Daco Construction Corporation
Roadways, Intersections & Sidewalks Construction Improvements	10/18/2017	4400003443	D & F Construction, Inc.	\$750,000	Shannon-Baum Signs, Inc. C & D Construction, Inc.

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Roadways, Intersections & Sidewalks Construction Improvements	10/18/2017	4400003444	Highland Turf, Inc. t/a HTI Contractors	\$750,000	Prime Concrete Construction Key Materials & Utilities S and L Trucking Shannon Baum Signs Stanton Onsite Services Village Gardners, Inc. Von Eiff, Inc.
Roadways, Intersections & Sidewalks Construction Improvements	10/18/2017	4400003445	E & R Services, Inc.	\$750,000	Roque Trucking
Water & Wastewater Facilities Engineering Design Services (WWFEDS)	10/18/2017	4400003448	George, Miles & Buhr, LLC	\$1,500,000	The Robert B. Balter Co C.C. Johnson & Malhotra, P.C. Savin Engineers, P.C.
Water & Wastewater Facilities Engineering Design Services (WWFEDS)	10/18/2017	4400003449	Rummel, Klepper & Kahl, LLP	\$1,500,000	Phoenix Engineering, Inc. Daniel Consultants DMY Engineering Consultants C.C. Johnson & Malhotra, P.C. Albrecht Engineering, Inc.
Stormwater and Watershed Management Evaluation and Design Services	11/22/2017	4400003463	KCI Technologies	\$2,000,000	AB Consultants Daft McCune Associates
Boots, Firefighting	12/11/2017	4400003468	Fire Chasers Fire Equipment	\$666,000	No EBO Opportunities Justified
Stormwater and Watershed Management Evaluation and Design Services	11/15/2017	4400003472	Biohabitats, Inc. / Century Engineering, Inc. JV	\$2,000,000	AB Consultants, Inc. Daft McCune Walker, Inc. Soil and Land Use Technology, Inc.
Stormwater and Watershed Management Evaluation Design Services	11/8/2017	4400003473	McCormick Taylor, Inc.	\$2,000,000	AB Consultants, Inc. MA Engineering Consultants, Inc.
Household Hazardous Waste and Related Services	12/28/2017	4400003485	Clean Harbors Environmental Service	\$750,000	No EBO Opportunities Justified
Architectural Services for a Variety of Building Types	12/21/2017	4400003490	RRMM Architects, P.C	\$750,000	Columbia Engineering Forella Group, LLC
Stormwater and Watershed Management Evaluation Design Services	12/18/2018	4400003491	Stantec/Straughan JV	\$2,000,000	AB Consultants, Inc. Mercado Consultants, Inc.
Drinking Fountain/Bottle Filler	1/5/2018	4400003493	Most Dependable Fountains Inc	\$72,005	No EBO Opportunities Justified

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Temporary Personnel	3/5/2018	4400003501	Call, Contracting Inc. dba Smith Staffing Services	\$160,143	Barima Consulting
Tree Removal, Planting & Maintenance	2/12/2018	4400003515	Forest Valley Tree & Turf, LLC	\$600,000	L. Johnson Tree Service
Tree Removal, Planting & Maintenance	2/12/2018	4400003518	Mead Tree & Turf Care, Inc.	\$600,000	2 Brothers Landscaping, LLC
Comprehensive Move Management Services	3/6/2018	4400003519	Proven Management LLC	\$369,725	Walters Relocation, Inc.
Tree Removal, Planting & Maintenance	2/12/2018	4400003523	Excel Tree Expert Co., Inc.	\$600,000	L. Johnson Tree Service E & F Landscaping, LLC
Tree Removal, Planting & Maintenance	2/12/2018	4400003530	Asplundh Tree Expert Company	\$600,000	PS Energy Group, Inc. Ervin Repair, LLC
Architectural Services for a Variety of Building Types	2/22/2018	4400003533	Grimm & Parker Architects	\$750,000	Forella Group Bradley Site Design Geotech Engineers Sustainable Design Consulting, LLC Columbia Engineering Convergent Technologies Design Group Nyikos Associates, Inc.
Architectural Services for a Variety of Building Types	2/22/2018	4400003534	Cho Benn Holback & Associates A Quinn Evans Company	\$750,000	Forella Group Salut TLB, Inc. Site Resources, Inc.
Architectural Services for a Variety of Building Types	2/22/2018	4400003535	Whitman, Requardt & Associates, LLP.	\$750,000	Square One Design, LLC Carroll Engineering Forella Group WFT Engineering, Inc.
Integrated Curbside Refuse and Recycling Collection Services: Zones TRZ-7, TRZ-8, TRZ-10	3/6/2018	4400003539	The Goode Companies, Inc.	\$1,644,023	Jenn-Kans, Inc.
Sign Posts and Parts, Breakaway	3/8/2018	4400003544	U.S. Municipal Supply, Inc.	\$190,755	No EBO Opportunities Justified
Architectural Services for a Variety of Building Types	2/22/2018	4400003545	Bignell Watkins Hasses Architects	\$750,000	BLV Engineering Associates Forella Group Carroll Engineering
Pool Maintenance and Repair Services	3/22/2018	4400003546	Patriot Pool Service, LLC	\$20,200	
Water & Sewer Main Engineering Design Services	3/19/2018	4400003551	KCI Technologies, Inc.	\$1,500,000	Findling, Inc. Dhillon Engineering, Inc. DM Enterprises of Baltimore Savin Engineers, P.C.

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
Water & Sewer Main Engineering Design Services	3/19/2018	4400003553	O'Brien & Gere Engineers, Inc.	\$1,500,000	Precision Measurements DM Enterprises of Baltimore E2CR, Inc.
Time and Attendance Management Solutions	4/24/2018	4400003554	Kronos, Inc.	\$504,327	Oakland Consulting Group
Water & Sewer Main Engineering Design Services	3/19/2018	4400003555	Gannett Fleming, Inc.	\$1,500,000	Accurate Infrastructure Data, Inc. Robert B. Balter Company Daft-McCune-Walker, Inc. Daniel Consultants Engineering Design Technologies Savin Engineers, P.C.
Non Emergency Transportation Services for Medicaid Recipients	5/7/2018	4400003560	Hart to Heart Ambulance Service, Inc.	\$2,671,095	Med-Care Transportation Freestate Ambulance
Athletic Awards, Medals, Plaques & Trophies	4/19/2018	4400003570	Lamb Awards & Engraving Company	\$49,000	
Ground and Landscape Maintenance	4/30/2018	4400003571	The Garrison Company	\$59,520	JRP Management Resources, Inc.
Trail Construction Services	4/18/2018	4400003578	CFI Construction Corporation	\$336,600	Kim Engineering Chevy Chase Contractors
Environmental Landscaping Services	4/30/2018	4400003579	Village Gardner's, Inc.	\$60,000	EBO Prime Self Perform
Trail Construction Services	4/18/2018	4400003580	Elevated Trail Design, LLC	\$300,000	Skelly & Loy
Ground and Landscape Maintenance (Re-Bid)	4/6/2018	4400003581	H & H Landscaping	\$54,165	Waiver
Promotional Testing Services for Department of Police	4/17/2018	4400003588	Emergency Services Consulting International	\$142,500	Premier Reprographics
Construction Aggregates	5/31/2018	4400003590	Green Dream International	\$200,000	M-One Trucking, LLC
Animal Control Kennel Cleaning Services	6/14/2018	4400003604	Napco Group, Inc. dba Stratus Bld Solutions of Greater Baltimore	\$30,660	
Construction Aggregates	6/19/2018	4400003605	Reagg, LLC	\$200,000	Resource Industries
Special Pension Counsel Services	6/27/2018	4400003611	Whiteford, Taylor & Preston, LLC	\$75,000	No EBO Opportunities Justified
Construction Aggregates	6/25/2018	4400003614	FTC Aggregate Supply	\$1,265,444	J.N.Newman Trucking
Construction Aggregates	6/25/2018	4400003615	Vulcan Construction Material	\$200,000	Delga2S Trucking, Inc.
Trail Construction Services	6/18/2018	4400003626	Tahawus Trails, LLC	\$800,000	BEE Engineering Consulting, AAA Landscaping, LLC
On-Call Water and Sewer Construction	6/22/2018	4400003628	Cossentino Contracting Co., Inc.	\$141,364	Keys Materials & Utilities B&J Construction

Bid Title	Contract/PO Date	Purchase Order or Contract No.	Awardee	Award Amount	Subcontractors
On-Call Water and Sewer Construction	6/22/2018	4400003630	W. F. Wilson & Sons, Inc.	\$153,982	B&J Construction Keys Materials & Utilities L.E. Blue & Associates, Inc. Kim Engineering
On-Call Water and Sewer Construction	6/22/2018	4400003631	Highland Turf Inc. dba HTI contractors	\$119,250	Keys Materials & Utilities GE Frisco Co. Inc.
On-Call Water and Sewer Construction	6/26/2018	4400003632	Utilities Unlimited, Inc.	\$138,044	Machado Construction

CONTRACT MODIFICATIONS, CHANGE ORDERS, AND PRICE ADJUSTMENTS

The Office of Purchasing maintains records on all Contract Modifications, Change Orders, and Price Adjustments during each fiscal year. The full report totals over 150 pages, so a brief sample has been provided below. The complete listing may be viewed online:

<https://www.howardcountymd.gov/LinkClick.aspx?fileticket=HEprKZ8kgMQ%3d&portalid=0>

Sample first page of report:

PO or Contract No.	Change No.	Vendor	PO Item Number/ H= Header Level Change	New Value	Previous Value	Change Date	Original Contract or PO Date
4400003186	C1	RECOVERMAT MID-ATLANTIC LLC	H	\$-	\$-	7/3/2017	12/15/2016
4400003210	C3	UNIVERSITY OF MARYLAND BALTIMORE	H	\$89,996	\$89,996	7/5/2017	1/3/2017
4400003308	C1	JEFF BOSTIC MD	H	\$19,900	\$19,900	7/5/2017	5/1/2017
4400003171	C1	HAGERTY CONSULTING INC	H	\$204,301	\$181,301	7/5/2017	11/16/2016
4400002304	C5	RAPID RECOVERY - BALTIMORE	H	\$96,000	\$80,000	7/5/2017	10/22/2013
4400002620	C6	PLAYPOWER LT FARMINGTON INC	H	\$-	\$-	7/5/2017	11/17/2014
4400001922	C5	NAPCO GROUP INC DBA STRATUS BLD	H	\$208,507	\$156,660	7/5/2017	8/28/2012
4400000378	C9	SF&C SELECT BENEFITS COMMUNICATIONS	H	\$-	\$-	7/5/2017	8/19/2009
4400001572	C7	LANE ENTERPRISES INC	H	\$1,059,318	\$476,716	7/5/2017	6/24/2011
4400001875	C11	CPS GUMPERT INC	H	\$1,790,147	\$1,540,147	7/5/2017	7/11/2012
4400001932	C7	AUSTON CONTRACTING INC	H	\$277,500	\$247,500	7/5/2017	9/26/2012
4400003074	C3	BEST BEST & KRIEGER LLP	H	\$-	\$-	7/5/2017	5/27/2016
4400002877	C2	ATLANTIC BIOFUELS LLC	H	\$-	\$-	7/5/2017	10/2/2015
4400002794	C3	FERGUSON ENTERPRISES INC #2020	H	\$-	\$-	7/5/2017	5/11/2015
4400002831	C5	KCI TECHNOLOGIES, INC.	H	\$4,000,000	\$3,000,000	7/5/2017	7/14/2015
4400003121	C1	P.K.W.ASSOCIATES,INC	H	\$180,000	\$145,000	7/6/2017	8/19/2016
4400003341	C2	CLAW TRANSPORT SERVICES LLC	H	\$-	\$-	7/7/2017	6/16/2017
4400003341	C2	CLAW TRANSPORT SERVICES LLC	3	\$120	\$-	7/7/2017	6/16/2017
4400003309	C1	MANSFIELD OIL COMPANY OF	H	\$-	\$-	7/10/2017	5/3/2017
4400003309	C1	MANSFIELD OIL COMPANY OF	3	\$-	\$-	7/10/2017	5/3/2017
4400003110	C1	PLANET TECHNOLOGIES INC	H	\$175,875	\$75,875	7/12/2017	7/15/2016
4400002850	C7	DELOITTE CONSULTING LLP	H	\$646,000	\$346,000	7/12/2017	8/6/2015
4400002400	C4	ZAMBELLI FIREWORKS MANUFACTURING CO	H	\$138,001	\$138,000	7/12/2017	2/28/2014

The Howard County Office of Purchasing is a member of:

